


January 12, 2023

MEMO TO: J. Carter Napier, City Manager 

FROM: Zulima Lopez, Parks, Recreation & Public Facilities Director

SUBJECT: Acceptance of a Natrona County Recreation Joint Powers Board Grant in the Amount of One Hundred Thousand Dollars (\$100,000) for a Parks and Recreation Master Plan

**Meeting Type & Date**

Council Work Session  
January 24, 2023

**Action type**

Direction Requested

**Recommendation**

That Council approve the acceptance of a Natrona County Recreation Joint Powers Board Grant in the Amount of One Hundred Thousand Dollars (\$100,000) for a parks and recreation master plan.

**Summary**

Having a great parks and recreation system is the hallmark of a vibrant community. The development of a truly effective parks and recreation system, however, requires strategic planning, analysis, and collaboration. A parks and recreation master plan is a comprehensive, long range strategy for the creation, optimization, and maintenance of a community's leisure assets, programs, and services. A thorough plan will offer a holistic view of the Casper area parks and recreation landscape, currently and into the future. It will examine our ability to meet the needs of the community and outline steps to address gaps in recreation opportunities and/or reduce duplicative areas or assets so that resources can be utilized in a way that best aligns with the greater community needs and vision.

With available City funding for parks and recreation continuing to diminish, it is increasingly important to ensure that resources are being applied as purposefully and effectively as possible. In order to approach parks and recreation in a fiscally responsible way, we must have a comprehensive, yet flexible plan for the long-term development, use, and maintenance of recreation infrastructure and services. In the absence of a plan, decision-making can be reactive and impulsive rather than strategic and intentional.

On November 9, 2022, the City of Casper applied to the Natrona County Recreation Joint Powers Board (NCRJPB) for a One Hundred Thousand Dollar (\$100,000) grant to assist in funding a parks and recreation master plan. The City was invited to present our application request to the NCRJPB

on January 6, 2023. Staff was notified on January 9, 2023 that our grant request was approved by the Board. Staff requests Council approval to accept the award. If approved, a Resolution to accept the grant will be brought for formal approval at the regular business meeting on February 7, 2023.

**Financial Considerations**

A parks and recreation master plan is estimated to cost Two Hundred Thousand Dollars (\$200,000). The NCRJPB grant provides One Hundred Thousand Dollars (\$100,000) that will be released in fiscal year 2024 upon proof of matching funds. A detailed report of the expenditure of the funds is expected when the project is complete, and all funds must be dispersed within two calendar years.

Intergovernmental collaboration is intended to be a key component of this project. By working in concert, agencies such as the City of Casper, Visit Casper, Natrona County, Natrona County School District, and the surrounding cities and towns can develop plans, exchange ideas, and identify opportunities to share resources. An area master plan that considers all stakeholders' needs can help us to develop parks and recreation in our community in a way that is strategic and complimentary and allows us to stretch public dollars and resources in a way that would be difficult to achieve otherwise. It is staff's intention to solicit involvement from these stakeholders, including a proportionate financial contribution, to fund the One Hundred Thousand Dollar (\$100,000) match needed to satisfy the grant requirement and complete a parks and recreation master plan.

**Oversight/Project Responsibility**

Zulima Lopez, Parks, Recreation & Public Facilities Director

**Attachments**

None